

CPC Committee Minutes 1-13-2015

Rockport Police Station 7:00 PM

Members Present: Ruth George (Chair), Phil Crotty (co-chair), Mel Michaels, Stephen DeMarco, Julie McMahon, Maryann Lash & Bethany Brosnan

Not Present: Bruce Reed, Ed Hand

TREASURERS REPORT:

M. Michaels stated – that **\$175,000** which is the amount from the State match is down from **\$197,145** which is less **\$22,145** from last year – Total Amount **\$1,384,272 not including debt service for the Community House bonding.**

M. Michaels will provide updates for all open projects including the following:

Historical Commission	Old Garden Beach	Rockport Art Association
Waddell Skateboard Park	Front Beach	Scout Hall
Pingree Park Tennis Courts	Millbrook Meadow	

M. Michaels indicated the following projects have been closed out:

American Legion	Thatcher Island	Gloucester Housing
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OLD BUSINESS:

R. George mentioned that we might have an administrative assistant at the start of January. **Lynn Murphy was present to review procedures pending a decision to be the administrative assistant for the Committee.**

Scout Hall: CPC received an extension asking for 1 year – December 2015.

MOTION: P. Crotty made a motion to grant the extension to Scout Hall and M. Lash 2nd the motion.

CPC Signs: Will shelf until January when S. DeMarco is present. **The Committee members discussed procuring signs for active projects approved for CPC funding. S. DeMarco will contact the following companies to get budget pricing for an order for new signs:**

Cheryl's Signs	Clay Sign	Seaside Graphics
Gloucester	Rockport	Gloucester

Still no bill from Scout hall.

CPC should include billing information in the application package.

M. Lash mentioned that a letter should be written and put in the paper regarding affordable housing; Letter should also mention the Gloucester Housing Authority as well as Action INC. **R. George will prepare a letter to submit to the Gloucester Daily Times.**

Applications have to be in by February 2, 2015. **R. George noted applications were received or anticipated from the following:**

Rockport Schools (basketball court)	Rockport Fire Department (Pigeon Cove Station)	Evans Field (bleachers and dugouts)
Action (\$75,000)	Pigeon Cove Circle (\$15,000 ext. improvements)	Conservation Trust Fund (\$300,000)
Thatcher's Island (\$50,000)	Millbrook Meadow (meadow/pond restoration)	Congregational Church (\$110,000 steeple restoration)
Granite Pier Committee (\$100,000)	Old Firehouse Trust	Downtown Benches

R. George noted applications were withdrawn by the following:

Gloucester Housing Authority Windhover

Bill Balzarini from the RAA gave invoices to M. Michaels.

P. Crotty suggested that we should have nameplates. **Pending receipt of further information.**

NEW BUSINESS:

MOTION: P. Crotty made the motion to accept the December minutes as amended and M. Lash 2nd the motion.

Judy Harrison and Carolyn Rask, representing the Pigeon Cove Circle outlined their potential application for funding (in process). Their funding request was estimated to be \$15,000 for exterior improvements. The Committee raised concerns regarding funding approval as the building is not historic and the activities there may not fit the recreational use definition. R. George will contact the Community Preservation Coalition for clarification.

J. McMahon noted that the CPC page on the Town website was updated as follows:

Minutes are current	Contractor application for payment	CPC Application
	on site	on site

Further maintenance will need to be performed by someone with more familiarity with website and maintenance procedures.

P. Crotty noted that approved projects are moving forward with no groundbreaking or ribbon cutting ceremonies. He further noted this provide opportunity to inform the general public or improve public relations. Members discussed strategies going forward.

S. DeMarco noted that Scout Hall had responded to recent CPC inquiries.

R. George & M. Lash updated the Committee regarding their recent attendance at the Millbrook Meadow Committee in particular where the project is heading and what scope of work may be funded with CPA funds. M. Michaels attended last Committee meeting noting similar scope of the discussions.

M. Michaels indicated that the Contractor's Agreement should be made part of all future applications and issued with the same.

R. George indicated the following applicants will be scheduled to present at the meeting on February 10th:

Action	Congregational Church	Rockport Schools
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Next meeting is February 10, 2015.

ADJOURNMENT

M. Michaels made the motion to adjourn and it was 2nd by B. Brosnan. Meeting adjourned at 8:01PM.

Notes taken by Stephen DeMarco